

A listing of the reports of the various State agencies, institutions and legislative committees printed in the *Public Documents* and *House and Senate Document* series (1829-1920) was made. A card catalogue of the reports of the State agencies printed in these series was also made to supplement the catalogue for the printed reports in the library.

SCHEDULING AND DISPOSAL OF RECORDS

When the Hall of Records was created there was no expectation that it would be the agency charged with the responsibility for supervising the disposal of records for all other agencies of the State. However, since we were the only agency of the State with any authority over records, our responsibilities have been enlarged informally, because our advice has been sought, and formally, through Acts of the General Assembly culminating in the passage of Chapter 755, Acts of 1949. (Cited in full in the *Fourteenth Annual Report*.) In this our first full year of operations under this act our records disposal work has become of major importance. An examination of the items listed here below will indicate the complexity and at the same time the extreme usefulness of this work.

A list of the agencies whose records were offered to the Hall of Records Commission under the terms of the disposal law and report of the action taken follow:

ADJUTANT GENERAL

On July 11, 1949, the Adjutant General submitted the following list of records for deposit in the Hall of Records:

Military Census, 1917, 100 cubic feet.

Military Census, 1917, card index, 54 cubic feet.

World War I Personnel, on 5"x8" cards, 10 cubic feet.

Cancelled Checks, 1921-1935, 20 cubic feet.

Check Stubs, 1921-1935, 10 cubic feet.

Paid Vouchers, 1921-1935, 15 cubic feet.

Pay Rolls, Paid Bills and Lists to the Comptroller, 1930-1945, 20 cubic feet.

The records were refused on July 18, 1949. The certificate of destruction is dated October 17, 1950, and states that in accordance with the authority granted by the Board of Public Works in a letter of August 16, 1949, the records listed above were destroyed.